



Virtual One Stop (VOS) Bulletin

Prepared by: DES Employment Administration

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Reference: P.L. 105-220, §188(a)(5) of the Workforce Investment Act dated August 7, 1998

SUBJECT: Restricting Pseudo Social Security Numbers in VOS

BACKGROUND

In the past, WIA eligibility and enrollment could proceed if an individual provided staff with a pseudo (i.e. temporary) social security number (SSN), as long as staff could input and verify a valid SSN at a later time. Because of the potential this process presents in terms of added staff time and compromising VOS data integrity, **input of pseudo SSNs will not be allowed in the VOS system.** Matching participant social security numbers against quarterly wage record information is the most effective means by which timely and accurate performance data can be made available to the VOS system.

To be eligible to participate in programs and activities funded through the Workforce Investment Act (WIA), an individual must, *at a minimum*, be a United States citizen or have the legal right to work in the United States. One of the primary means through which such WIA eligibility is determined is staff verification of an applicant's social security number (SSN). When completing the *Youth Services Application* screens or the *Adult/Dislocated Worker Core Application* screens in VOS, staff are **required** to enter an applicant's SSN and verify that the applicant provided proof of the SSN's validity.

ACTION REQUIRED

Please distribute this bulletin to all staff responsible for WIA eligibility, data entry, and case management functions. Thank you for your cooperation.

DIRECT INQUIRIES TO

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